December 2019 – Office 365 Update

O365 – AGENCY Migration progress

Office 365 Phase One encompasses staff enrollment to Multi-Factor Authentication (MFA), migration to Exchange Online (EXO), deployment of Office 365 ProPlus (OPP – Word, Excel, PowerPoint, etc), and voicemail transfer for employees that use Cisco Voicemail. The deployment timeframe for each Agency, once started, depends on the number of employees at an agency and any blackout dates they may establish. A complete deployment can range from 8 weeks to 4 months. To-date, 17 agencies have completed their migration and 9 agencies have migration tasks scheduled. Remaining agencies are in the process of being scheduled for migration tasks or kick-off meetings.

What's Next…

The O365 project team continues to work on the Phase 1 roll-out schedule and tasks. O365 Phase 1 began back in February 2019 and we are working towards having this phase completed by May 2020.

September 2019 – Office 365 Update: One Drive for Business is Coming

OneDrive for Business is Coming

Check out this Video link… [What is One Drive for Business and why do you need it?](#) Simply put, OneDrive is a secure storage area for your files in the cloud. It is a simple way to store, sync, share, and collaborate on files with others. At this early stage, access to OneDrive will be limited to State users within the confines of the State of Delaware network. Instead of sending a file via email or egress; OneDrive allows you to quickly share your file by creating a secure link that provides access to the file. To learn more about OneDrive, review the [OneDrive downloadable guide.](#)

 Why is this happening sooner than anticipated? OneDrive for Business was initially slated for release later in the project but now will become available for migrated O365 agency users in early Q4 2019. The project received the green light to enable SharePoint Online (SPO) ahead of schedule. OneDrive is one of the Office 365 applications that has a dependency on SharePoint Online; since SPO was being enabled, an earlier rollout of OneDrive became possible. At this early stage, access to OneDrive will be limited to State users within the confines of the State of Delaware network.

SharePoint 2010 is going away. Microsoft will end support of SharePoint 2010 in October 2020. As a potential path forward for agencies, the project needed to enable the use of SharePoint Online as an option for migration from SP2010.

Again, as with OneDrive, initially SharePoint Online will be accessible only from within the State's own network.

REMINDER: Early Adopter Group Gets Office 365 Pro Plus Updates in September. Delaware Early Adopter Group (EAG) members receive new feature updates in March and September. So, what happens when Microsoft pushes out an update? The first time you launch the application, after an update, Microsoft notifies you, usually via a pop-up message of the new feature. You can visit [Microsoft's Release notes for Semi-Annual Channel Targeted releases in 2019](#) webpage to learn more.

The Project Office 365 Team is always available if you have questions not already addressed in the website FAQ. Simple email Project_O365@delaware.gov.

September 2018: Office 365 Enterprise Implementation Update

Were you unable to attend the Office 365 Enterprise Implementation Kick-off meeting held on September 18, 2018?

Open this *[September 2018 Project Update](#)* link to read a high-level recap of the event. The PowerPoint presentation can be viewed here: *[O365 Kick-off Presentation](#)*

(select READ MORE to activate the links)

Enterprise Office 365 Implementation Kick-Off Event

On Tuesday, September 18, 2018, the Department of Technology and Information (DTI) officially announced the kick-off for the Statewide Implementation of Office 365 (select READ MORE to activate this link – "[Sept18 O365 Kickoff Mtg Presentation"](#)). There were 89 State Agency IRM's, ISO's, Technical Administrators and DTI project team members in attendance. Jason Clarke, DTI Chief Operating Officer and Executive Sponsor for the Office 365 project, and Carrie Griffiths, Microsoft Account Executive, discussed our selection of Microsoft Office 365; what has occurred to-date; our next steps; and a high-level strategy/timeline. DTI's Organizational Change Management (OCM) Manager, Pam Waters, and Suzanne Morris, OCM Project Lead, spoke about Change Management Methodology/Strategy, importance of communications and the upcoming "Checklist" tasks. The Office 365 portion of the presentation ended with a Q & A session (see Frequently Asked Questions).

In addition to the Office 365 kick-off presentation, Stephanie Wingert, DTI Director of Project Management, announced the DTI Customer Portal, new process for business case submittal and e-records requests. See separate post titled "Kick-Off Meeting – Part II – DTI Customer Portal".

Kick-Off Meeting – Part II – DTI Customer Portal

In addition to the Office 365 kick-off presentation, Stephanie Wingert, DTI Director of Project Management, announced DTI will be launching a Customer Portal (select READ MORE to activate this presentation link – ["Sept18 Part 2 Customer Portal"](#)). The DTI Customer Portal will be the new entry point for submitting business case requests to DTI. In addition the Customer Portal will serve as the portal for Detailed Design Review, Approval to Sign a Contract, System Design Review, and System Enhancement Requests. DTI estimates the Customer Portal will be available with these request options in late November 2018. Later, in January 2019, E-Record requests will be added to the Customer Portal. The Customer Portal is aimed at improving our customer's experience when making requests to DTI. We will continue to review and enhance the portal.